

REGISTRATION INFORMATION



HOW TO REGISTER (EXCEPT FOR SPECIAL EVENTS & YOUTH SPORTS)



MAIL-IN

INDICATE CLASS LOCATION(S) ON THE FRONT, LOWER LEFT HAND CORNER OF THE ENVELOPE. (SEE CLASS LOCATION TO THE RIGHT)

1. Registration postmarked on or before August 25 will be randomly processed first. Registration postmarked August 25 to September 8 will be processed in postmark order. Registration with postmark after September 8 will not receive priority over walk-in.

2. Mail-in registration for the following classes will only be accepted for H.B. residents or non-resident city property taxpayers (copy of tax bill required)

Nonresidents register in person for these classes.

- a. WEE FOLK, LITTLE FOLK (copy of birth certificate required)
- b. City Gym Swimming Lessons
- c. Older Adult Computer Classes

3. PAYMENT METHOD

A. CHECK OR MONEY ORDER

Please complete one registration form, but include a separate check for each class, payable to the City of Huntington Beach.

B. CREDIT CARD

Please complete all payment information on the Registration Form.

4. To receive a class confirmation receipt simply enclose one self-addressed stamped envelope.
5. Mail registration to:
**City of Huntington Beach, Community Services Dept.
PO Box 190, Huntington Beach, CA 92648**
6. Improperly submitted registration will not be processed.
7. Payment by check must include name, address, telephone number and drivers license number.
\$30.00 will be charged for returned checks



WALK-IN

**IN PERSON REGISTRATION ACCEPTED
AT RECREATION CENTERS
BEGINNING SEPTEMBER 9, 2009
LOCATION INFORMATION**

CG CITY GYM & POOL

1600 Palm Avenue • (714) 960-8884
Office hours: Mon.-Thurs. 9:00 AM-9:00 PM
Fri. 9:00 AM -8:00PM, Sat 9:00 AM-5:00 PM

ECC EDISON COMMUNITY CENTER

21377 Magnolia Avenue • (714) 960-8870
Office hours: Mon.-Thurs. 9:00 AM-9:30 PM
Fri. 9:00 AM-8:30 PM, Sat 9:00 AM-1:00 PM

HBAC HUNTINGTON BEACH ART CENTER

538 Main Street • 714 374-1560
Hours: Wed.-Sat. Noon -6:00 PM
Sun. Noon - 4:00 PM, Closed Mon. & Tues.

MCC MURDY COMMUNITY CENTER

7000 Norma Avenue • (714) 960-8895
Office hours: Mon.-Thurs. 9:00 AM-9:30 PM
Fri. 9:00 AM-8:30 PM, Sat 9:00 AM-1:00 PM

RSC RODGER'S SENIOR CENTER

1706 Orange Avenue • (714) 536-9387
Office hours: Mon.-Fri. 8:30 AM-5:00 PM

CS COMMUNITY SERVICES CLASSES

Various locations throughout the city. Please see class descriptions. **No walk in registration for these classes – mail in only.** (714) 536-5486

CLASS LOCATIONS

CG – CITY GYM AND POOL

ECC – EDISON COMMUNITY CENTER

HBAC – HUNTINGTON BEACH ART CENTER

MCC – MURDY COMMUNITY CENTER

RSC – RODGER'S SENIORS' CENTER

CS – COMMUNITY SERVICES CLASSES

(Locations vary, see class descriptions)

WITHDRAWAL & REFUND POLICY

Full refunds/credits are available for classes that are cancelled. All other withdrawals are subject to a \$5 processing fee for each class. Refunds/credits after the start of the program are contingent upon City approval and are for illnesses only. The refund/credit will be assessed a \$5 processing fee and prorated based on the number of classes held. Credit Card transactions will be refunded to the same credit card. Cash or check transactions may receive a refund 4 to 6 weeks after the request. You may also choose to receive credit towards future recreation programs for any type of transaction following the same guidelines. Refunds are not available for Excursions or Special Events. Refunds are not available for classes that have concluded. Refunds or credits will not be given for Workshops without a two-day notice.



The City of Huntington Beach Community Services Department intends to comply with the Americans with Disabilities Act. If you require special assistance for participation in our recreation programs please notify staff at the time of registration or call (714) 536-5486.

**Classes begin week of
September 14, 2009,
unless otherwise indicated.**